

# THE CITY OF HARTFORD

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The City of Hartford is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities and persons with disabilities.



**CIVIL ENGINEER 1**

**Salary Range: \$715.75/week - \$966.25/week**

## **POSITION**

Vacancy is in the Engineering Division of the Public Works Department. Under supervision, provides professional engineering services for city projects. Inspects the work of contractors, enforcing adherences to plans and specifications of construction projects. Assists in simple preliminary location and relocation surveys for construction projects. Writes simple specifications for repair projects. Collects information and prepares reports on assigned projects. Performs related work as required. Hours of this position are 35 per week. This is a grant-funded position, renewable on an annual basis. The City of Hartford is not obligated to fund this position upon termination of the funds.

## **QUALIFICATIONS:**

Graduation from an accredited four-year college or university with a degree in Civil Engineering. **A COPY OF YOUR DEGREE OR TRANSCRIPT MUST BE ATTACHED TO YOUR APPLICATION. A DEGREE OR TRANSCRIPT SUBMITTED WILL BE VERIFIED BY THE HUMAN RESOURCES DEPARTMENT. APPLICATIONS WITHOUT PROPER DOCUMENTATION WILL NOT BE PROCESSED.**

**SPECIAL QUALIFICATIONS:** Must possess a valid Driver's License. **A COPY OF YOUR DRIVER'S LICENSE MUST BE SUBMITTED WITH THE APPLICATION.**

## **EXAMINATION:**

Open to all applicants who meet the above qualifications. The examination will consist of a rating of your training and experience as contained on your application and may include a written test, an oral test, or a combination thereof. All parts of the examination, including tests and ratings, will be related to the requirements of the position. The examination is designed to measure: Knowledge of the practices and principles of engineering; Technical knowledge of construction materials; Knowledge of mathematics, as applied to land surveying and to elementary theory of design; Ability to assist in field surveys; Ability to make mathematical computations, to draw plans, and to assist in the design of simple structures; Ability to express ideas effectively, both orally and in writing. If selected for the position, you will be required to pass a physical examination administered by a City physician, and may be required to pass a drug and alcohol screening examination and a background check. If appointed, you will be required to serve 3-12 months of probationary period. This examination is subject to all Federal, State, and Municipal laws, rules and regulations.

**The Human Resources Department provides reasonable accommodation to persons with disabilities in accordance with the American with Disabilities Act (ADA). If you need an accommodation in the application or testing process, please contact the Human Resources Department.**

**APPLICATIONS WILL BE ACCEPTED UNTIL SUFFICIENT APPLICATIONS HAVE BEEN RECEIVED.**

Exam No. 2322  
Issued: 3/09/2006

## **EMPLOYMENT BENEFITS:**

- Health Plan and Hospitalization
- Paid Vacations and Holidays
- Retirement Plan
- Group Life Insurance
- Sick Leave

Applications are obtained from and submitted to  
**DEPARTMENT OF HUMAN RESOURCES**  
MUNICIPAL BUILDING  
550 MAIN STREET  
HARTFORD, CONNECTICUT 06103  
TELEPHONE (860) 543-8590

## **VETERAN'S PREFERENCE:**

Preferential Points may be given to Eligible Veterans. Check with the Human Resources Department.

**CHANGE OF ADDRESS:** It is *your responsibility* to notify the Human Resources Department of any Change of Address on your application.